

MARYLAND STATE HIGHWAY ADMINISTRATION
OFFICE OF PROCUREMENT AND CONTRACT MANAGEMENT
CONSULTANT SERVICES DIVISION
707 NORTH CALVERT STREET
BALTIMORE, MARYLAND 21202

December 16, 2021

Contract No.: BCS 2021-17
Description: Contract Claims &
Scheduling Review Services

EXPRESSION OF INTEREST ADDENDUM NO. 1

To All Prospective Offerors:

This addendum is being issued on the Advertisement for BCS 2021-17. All prospective Offerors must acknowledge the clarifications, revisions, additions and/or deletions listed below for this Addendum No. 1 by signing, dating and attaching this addendum in the front of their submittal. Failure to attach this signed and dated Addendum No. 1 in the submittal may result in rejection.

Please be advised that the Expression of Interest delivery date for this procurement continues to be **December 23, 2021** at 12:00 PM (NOON). Expressions of Interest received after the deadline will not be accepted no matter how transmitted and will be returned unopened to the Consultant.

PEN AND INK CHANGES

Please note the following changes to the BCS 2021-17 Advertisement:

O1: Advertisement Section IV.I.6 Electronic Submission to eMMA:

6. The following information must be written in the Response Information box.
 - a) In "Project Description," enter BCS XXXX-XX, Project Title.
 - b) In the main box, enter EOI Due Date and Time, Firm Name, Firm Address and Contact Person for the submission."

C1: Advertisement Section IV.I.6 Electronic Submission to eMMA:

6. **The following information must be written in the Response Information – Description box: BCS XXXX-XX, Project Title, EOI Due Date and Time, Firm Name, Firm Address and Contact Person for the submission.**

The Expression of Interest files are placed into the GENERAL Envelope.

O2: Advertisement Section IV.B.1 Part I Section E

1. Part I, Section E: Key Staff. A separate Section E form should be completed for each Key Staff proposed not to exceed five (5) pages total. At least three (3) years of the required years of experience for each individual Key Staff shall be recent experience performed within the last five (5) years. The Consultant must document in writing in the SF 330 Section E that the Key Staff individuals meet the following requirements:

C2: Advertisement Section IV.B.1 Part I Section E

1. **Part I, Section E: Key Staff. A separate Section E form should be completed for each Key Staff proposed not to exceed four (4) pages total. At least three (3) years of the required years of experience for each individual Key Staff shall be recent experience performed within the last five (5) years. The Consultant must document in writing in the SF 330 Section E that the Key Staff individuals meet the following requirements:**

O3: Advertisement Section IV.B.1.d. Key Staff 4

- d. Key Staff 4: A Civil, Structural, Hydraulic, Environmental or Highway Design Engineer with a minimum of 10 years of experience performing Constructability Review of projects and schedules; expertise in constructability and schedule review of Civil, Structural, Hydraulic, Environmental and Highway project design and specifications; employed by the Prime/JV or any of the Subconsultants.

C3: Advertisement Section IV.B.1.d. Key Staff 4

- d. **Key Staff 4: A Civil, Structural, Hydraulic, Environmental or Highway Design Engineer with a minimum of 10 years of experience performing design work, including constructability review of projects and schedules; expertise in constructability and schedule review of Civil, Structural, Hydraulic, Environmental and Highway project design and specifications; employed by the Prime/JV or any of the Subconsultants**

Questions from Potential Offerors

The deadline for questions for this contract ended at 12:00 PM (NOON) on December 9, 2021. No further questions are being accepted or answered. The following questions are written Expression of Interest Questions received prior to the deadline of 12:00 PM (NOON) on December 9, 2021, from prospective offerors. The responses are provided for clarification to all prospective offerors in bold after the questions:

Q1: Please provide the names of any incumbent firms.

A1: **Johnson, Mirmiran & Thompson, Inc.
Urban Engineers, Inc,**

Q2: Per page 8, D. Special Requirements, are Offerors required to include a signed Certification Regarding Investments in Iran?

A2: The signed Certification Regarding Investments in Iran shall be provided by the Prime firm or by each of the Joint Venture constituent firms with the EOI submittal. Subconsultants are not required to submit a signed Certification Regarding Investments in Iran. The document is typically placed at the back of the submittal.

Q3: Please confirm page count for Key Staff (currently states 5 pages for 4 staff)

A3: Please see C2, above.

Q4: In regards to Section IV.G.3- Example Projects, please clarify what is meant by the phrase 'across all projects submitted.

A4: Across all projects means that MDOT SHA will consider all submitted projects together during its evaluation to determine if the projects submitted demonstrate a firm's prior experience performing those services requested in the current solicitation

Q5: In Section IV.B.1., the solicitation states the Key Staff section should not exceed five pages total; however, only four Key Staff positions are listed. Should the page limitation be for four pages instead? If not, please clarify what the fifth page should incorporate

A5: Please see C2, above.

Q6: Regarding SF 330 Part I, Section E (Key Staff) the following is stated: At least three (3) years of the required years of experience for each individual Key Staff shall be recent experience performed within the last three (3) years. For Key Staff 4 specifically, it is common for design engineers to perform constructability reviews intermittently, but not full-time. Please verify that the Key Staff 4 role should show a minimum of ten years of experience in design, with three of those years being within the last three years, and that constructability review efforts can be part time within the recent three-year window.

A6: Please see C3, above.

Q7: Please confirm we do not need to include Subconsultant's Part II's based on the following text: Part II, General Qualifications. The Consultant shall document personnel by discipline presently employed at the work location proposed. If more than one (1) location is being proposed by the Consultant, the Consultant should use a separate form for each location proposed and show the total number of personnel by discipline for all locations proposed. Subconsultant personnel are not to be included.

A7: MDOT SHA confirms that subconsultants are not to be included.

Q8: Are there any certifications required to provide expert witness testimony at the hearings before the Maryland State Board of Contract Appeals for litigation - or is the consultant only providing technical assistance?

A8: This should be considered Technical Assistance with clear understanding that a Claim by the litigant is being pursued.

Q9: Is the cost of the computer hardware, software, and software licenses to be included in the pricing?

A9: It is expected that the consultant will provide their own equipment and suitable software to perform their claims identification and scheduling analysis.

Q10: Key Staff# 3 - will a certification for scheduling be accepted in lieu of a Professional license?

A10: MDOT SHA confirms that a Professional License is acceptable.

Q11: Will the firms be required to have an office within MOOT SHA's District 2, and perform the required services from that office?

A11: This project does not expect services to be performed within the District or adjoining facilities.

Q12: Can a review of contractual language related to the CPM schedule be considered as a possible service?

A12: MDOT SHA confirms that this could be considered a service of technical performance.

**THE SIGNED ADDENDUM MUST BE INCLUDED IN THE SUBMISSION IN
FRONT OF THE TRANSMITTAL LETTER.**

Jada Wright

December 16, 2021

Jada J. Wright, Director
Office of Procurement and Contract Management

Date

Acknowledgement of Receipt

Firm Name

Signature-Authorized Official

Title

Date

Certificate Of Completion

Envelope Id: C13FDAB804304CF79ACB52DA7C828AEF

Status: Completed

Subject: Please DocuSign: BCS 2021-17 - EOI Addendum No. 1.pdf

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Jada Wright

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Director, OPCM, MDOT SHA

MDOTSHA

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